

NASPNCLA INSTRUCTION 1754.1A

Subj: SEXUAL ASSAULT VICTIM INTERVENTION (SAVI) PROGRAM STANDARD OPERATING PROCEDURES

Ref: (a) SECNAVINST 1752.4
(b) OPNAVINST 1752.1A

Encl: (1) Sexual Assault/Rape Victim Advocacy Points of Contact
(2) Protocol for Handling Sexual Assault/Rape Cases
(3) Victim's Right

1. Purpose. To issue policy, procedures, and responsibilities for implementation and operation of the Sexual Assault Victim Intervention (SAVI) Program for NAS Pensacola and its tenant commands per references (a) and (b).

2. Cancellation. NASPNCLAINST 1754.1

3. Background

a. The Secretary of the Navy and Chief of Naval Operations directed local commanders to establish policy, provide guidance, and designate responsibilities for implementation of the SAVI Program within the Department of the Navy.

b. A viable sexual assault/rape education and prevention program will create an awareness that ultimately leads to reduction of sexual assault/rape incidents.

c. Sexual assault victim advocacy ensures sensitive, coordinated, and effective management of sexual assault cases. This includes access to community providers and counseling access as appropriate.

d. Standardized reporting of sexual assault/rape incidents and maintaining statistics of these incidents allow monitoring of the effectiveness of prevention education and other efforts of the SAVI Program in eliminating sexual assault in the Navy.

4. Applicability. This instruction applies to the NAS Pensacola Regional Command and all tenant units or activities therein.

5. Action. Sexual assault is a criminal act that is absolutely incompatible with the Navy's core values, high standards of professionalism, and personal discipline.

a. The SAVI Coordinator, located at the Family Service Center, is designated to implement and administer the provisions contained in this instruction.

b. A comprehensive SAVI volunteer victim advocate organization has been established for the Pensacola military community to respond to incidents of sexual assault and provide victim advocate services whenever needed. Departments which serve as initial points of contact into the military system for a sexual assault victim will become familiar with enclosures (1), (2), and (3).

c. Departments which serve as initial points of contact into the military system for a sexual assault victim will follow the protocol at enclosure (2). These points of contact generally include, but are not limited to, Naval Criminal Investigative Service (NCIS), Medical Treatment Facility (MTF), Family Service Center, Judge Advocate, Base Security, Quarterdeck, and Chaplains.

d. Prevention of sexual assault will be pursued by an aggressive awareness education program and by command procedures, which reduce potentially hazardous situations. Annual sexual assault awareness and prevention training will be conducted at the command level for all personnel. Command Indoctrination training should also include sexual assault awareness and prevention training. To coordinate this training, contact the SAVI Coordinator.

e. Commanding Officers and agencies responding to a sexual assault (Base Security, NCIS, FSC, MTF, NLSO, OOD, etc.) shall provide available information to the SAVI Coordinator within 3 working days of initial contact and thereafter as requested for updates. Format for this report is enclosure (2) to reference (a). The SAVI Coordinator serves as the Data Collection Coordinator (DCC) for Sexual Assault Incident Reports. As such, the DCC compiles information and submits reports via the chain of command for entry into the Sexual Assault/Sexual Harassment (SASH) Integrated DataBase located at Echelon 2 command (CNET). Due to the sensitive nature of this information, the number of personnel handling such information should be kept to a minimum.

f. Command personnel responding to the report of a sexual assault have both a specialized and collaborative role. A coordinated team approach to responding to reports of sexual assault is key to sensitive, comprehensive handling of these cases. Above all, personnel responding to the report of a sexual assault incident must remember the victim must be treated with fairness and with respect for his/her dignity and privacy (enclosure (3)).

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(NASPNCLAINST 5216.1S)

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SEXUAL ASSAULT VICTIM ADVOCATE
POINTS OF CONTACT

There will be an on-call SAVI Advocate between 1600 and 0730, Monday through Friday, and all day on weekends and holidays.

To reach the on-call SAVI Advocate volunteer, call 452-5678, which is the base pager system. You will receive an automated message to enter the pager number.

Primary on call pager = 491
Alternate on call pager = 492

When pager number is entered, you will again receive an automated message to enter function code. Function codes are # 2 for voice message and # 3 for digital entry. Due to system set up, request function code # 3 be entered followed by entry of the phone number you are calling from.

After your initial attempt to contact primary on-call, wait a reasonable amount of time to allow call back, then attempt to contact alternate on-call. If unable to get a response from either on-call pager, contact SAVI Coordinator at (H) 457-4601 (Joe Del Signore). If no answer, call pager 496.

The primary point of contact during duty hours is the SAVI Coordinator, located at the Family Service Center, Building 625, NAS Pensacola, phone 452-5990 or pager 496.

Other Important Numbers:

Naval Hospital Emergency Room	505-6730/6731
Naval Hospital Social Work Department	505-6741
Naval Criminal Investigative Service	452-4211
Base Security (DOD Police)	452-2453
Corry Police	452-6508
Saufley Police	452-1630
Chaplain	452-2341
Pensacola Police Department	435-1900
Escambia County Sheriff's Department	436-9630
Rape Crisis Center	433-7273
Whiting Police	623-7708/7709/7331
Santa Rosa County Sheriff's Department	983-1100

SEXUAL ASSAULT INTERVENTION PROTOCOL

1. Research has shown that an unintentional consequence of victim interviewing and treatment by health care providers and investigative officials can be the re-victimization of sexual assault victims. Victims are sometimes required to repeatedly answer intimate questions, explain (if not defend) their actions and motives, and undergo intrusive medical examinations. This protocol is established to ensure competent, sensitive handling of sexual assault victims.

2. This enclosure provides procedures for initial intervention or response to reported incidents of sexual assault. This protocol must be widely distributed and posted for ready access.

3. This protocol has been prepared for the purpose of providing guidance to departments, which serve as initial points of contact for victims of sexual assault. These points of contact generally include, but are not limited to:

- a. Naval Criminal Investigative Service (NCIS)
- b. Medical Treatment Facility (MTF)
- c. Family Service Center (FSC)
- d. Judge Advocate
- e. Base Security
- f. Quarterdeck (OOD)
- g. Chaplains

4. Command personnel responding to the report of a sexual assault have both a specialized role and a collaborative one. A coordinated team approach in responding to reports of sexual assault is key to a sensitive, comprehensive handling of these cases. Personnel identified in this enclosure should receive annual training in crisis intervention and Rape Trauma Syndrome in order that command response be more effective and appropriate.

5. All initial points of contact for victims shall treat the victim in a manner which observes victim sensitivity. The following are important considerations:

a. Victim Response. Each sexual assault victim will respond differently, depending upon victim maturity, personality, personal history, and factors unique to this assault. **DO NOT** discount a victim's report based on the victim's emotional state or style of relating the events of the incident. Recanting the initial allegation because of the trauma of sexual assault by the victim is not uncommon. Victims are often embarrassed, fear reprisal by the offender(s), their superiors and/or peers, fear adverse effects on career advancement, fear not being believed, and desire to avoid retellings of the incident, all of which constitute re-victimization. Note: Recantation does not necessarily mean that the victim lied or that a sexual assault did not occur. There are multiple reasons why sexual assault victims recant, depending on the circumstances of the case.

b. Cultural Considerations. A victim may be from a culture that does not recognize sexual assault. Victims of same gender assault may be reluctant to discuss the crime or admit that a rape/sexual assault occurred due to embarrassment or concern with being labeled as homosexual.

c. Personal Bias. If a person has biases regarding sexual assault, these preconceived beliefs must not be projected to the victim. Personnel who have been personally affected by sexual assault or unduly biased by their involvement in other cases may need to defer participation to a colleague. In many cases, the initial point of contact (e.g., Base Security) will be the first representative of the criminal justice system to contact a sexual assault victim. The actions of the first responder set the tone for the later emotional recovery of the victim and for a successful resolution of the case. Sensitivity training for personnel shall be provided annually, since it can alleviate some of the attitudinal problems in this area.

d. Professional Conduct. Respondents must handle cases in a professional manner at all times. While the victim is considered the "crime scene," the victim is a human being and, at all times, is to be treated with sensitivity and respect. Many people are uncomfortable dealing with sex-related crimes. Personnel should learn their indicators of discomfort and will refrain from the following when handling such cases:

- (1) DO NOT joke about the case to the victim or colleagues.
- (2) DO NOT be accusatory in your questions.
- (3) DO NOT make a value judgment about the victim or the victim's behavior at the time of the incident. Avoid a "he/she deserved it" mentality.
- (4) DO NOT make promises to the victim in an effort to make him/her feel better or gain his/her confidence.
- (5) DO NOT discuss the case outside of official channels.
- (6) DO NOT say anything while on the scene that you would not want the victim to hear. (Being out of eyesight of the victim does not mean being out of earshot.)
- (7) DO NOT show partiality to victims due to their rank.
- (8) DO NOT discourage a victim from filing a report.
- (9) Explain procedures to the victim. Be aware that victims can be intimidated or upset by police cars, uniforms, radio communication devices, etc.

6. Base Security shall:

a. Respond to all sexual assault calls occurring under their jurisdiction.

b. Notify NCIS immediately if the sexual assault occurred on property under DON jurisdiction. If the assault occurred on property not under DON jurisdiction and the offender(s) is not affiliated with the military, the victim may choose whether or not to report to civilian law enforcement officials. If the victim chooses to report to civilian law enforcement officials, Base Security can make the initial contact on behalf of the victim.

c. Ensure the victim has some form of clothing and is not left naked or exposed. Provide some means of cover, such as a blanket, large towel, etc.

d. Ensure the victim receives immediate medical care for any injuries warranting such care.

e. Explain the availability of victim advocacy services and notify the on-call SAVI Advocate (see enclosure (1)) if not already done. Determine and inform the on-call SAVI Advocate of the victim's preference concerning gender of the advocate when possible.

f. If first to arrive at the crime scene, collect only the necessary information (e.g., victim's identity, location and time of incident, name and/or description of assailant), taking precautions to secure the crime scene. Do not ask detailed questions and/or pressure the victim for responses.

g. Make apprehensions of alleged offender(s), as appropriate.

h. Provide support and reassurance to the victim. Making the victim feel safe, secure, and in control again is important.

i. Advise the victim not to destroy possible evidence by bathing, douching, changing clothes, eating, drinking, or cleaning up in any way.

j. Explain normal law enforcement procedures, which will occur in the next 24 hours to the victim so he or she is aware of and can anticipate future actions/processes.

k. If the victim is emotionally upset or distraught, attempt to calm the victim until further assistance (e.g., Victim Advocate, duty Chaplain, FSC Counselor) can be arranged. Be aware that the victim may be intimidated or upset by police cars, uniforms, radio communication devices, and extraneous police officers not directly involved in the case.

l. Arrange transportation for the victim to an appropriate MTF, unless the victim has already reported there.

m. In cooperation with NCIS and local law enforcement agencies, advise/assist victim on safety precautions in the event the alleged offender(s) poses a continuing threat.

n. Notify the victim's Commanding Officer or Command Duty Officer (CDO) (after normal working hours) that a sexual assault has occurred. Provide the victim's name, identifying data, and incident report only to the CDO or the victim's Commanding Officer.

o. Within 3 working days, provide the installation SAVI Program Coordinator with case statistical data necessary for completion of the Sexual Assault Incident Report (enclosure (2) to reference (a)).

7. Base Medical Treatment Facility (MTF) shall:

a. Place the victim in a private room, separate from MTF waiting/processing area until medical care is provided.

b. Notify NCIS immediately if the sexual assault occurred on property under DON jurisdiction. If the assault occurred on property not under DON jurisdiction and the offender(s) is not affiliated with the military, the victim may choose whether or not to report to civilian law enforcement officials. If the victim chooses to report to civilian law enforcement officials, MTF personnel can make the initial report on behalf of the victim.

c. The MTF will not conduct rape/sexual assault medical exam or physical evidence gathering. These procedures are conducted at Baptist Hospital after law enforcement referral. If victim declines to make police report or press charges, MTF will provide medical care.

d. Explain the availability of victim advocacy services and notify the on-call SAVI Advocate (see enclosure (1)) if not already done. Determine and inform the on-call SAVI Advocate of the victim's preference concerning gender of the advocate when possible.

e. Ensure the victim is reasonably protected from the accused offender(s) by contacting Base Security if warranted.

f. If the sexual assault occurred on property under DON jurisdiction, inform the victim that NCIS will be contacted and provide the victim with options concerning their involvement with investigative/legal personnel and possible consequences. Possible involvement options include:

(1) Victim may agree to be interviewed without assistance.

(2) Victim may agree to be interviewed with an FSC counselor or victim advocate present during NCIS interview(s).

(3) Victim may refuse to be interviewed. An FSC counselor or victim advocate may report to NCIS in lieu of the victim, providing a written summary of information to the investigative agent.

(4) It should be explained to the victim that should he/she decline to be interviewed personally by law enforcement officials, it is likely that a limited criminal investigation will be initiated or conducted and valuable evidence may be lost, negatively impacting the possibility of holding the offender(s) accountable.

g. Notify duty Chaplain if the victim desires pastoral counseling or assistance.

h. Provide the victim with a copy of Victims' Rights (enclosure (3)). Refer the victim to appropriate legal authorities if the victim has questions regarding their rights.

i. Notify the victim's Commanding Officer or Command Duty Officer (CDO) (after normal working hours) that a sexual assault has occurred. Provide the victim's name, identifying data, and incident report only to the CDO or the victim's Commanding Officer.

j. Within 3 working days, provide the installation SAVI Program Coordinator with case statistical data necessary for completion of the Sexual Assault Incident Report (enclosure (2) to reference (a)).

NOTE: Sensitivity to the victim's emotional state is critical. **DO NOT** call any unnecessary persons or agencies to the scene.

8. The Naval Criminal Investigative Service (NCIS) should:

a. Receive reports of sexual assault incidents that occurred on property under DON jurisdiction. If the assault occurred on property not under DON jurisdiction and the offender(s) is not affiliated with the military, it is the victim's choice whether or not to report to civilian law enforcement officials. If the victim chooses to report to civilian law enforcement officials, NCIS personnel can make the initial contact on behalf of the victim.

b. Explain the availability of victim advocacy services and notify the on-call SAVI Advocate (see enclosure (1)) if not already done. Determine and inform the on-call SAVI Advocate of the victim's preference concerning gender of the advocate when possible.

c. Provide victims with options concerning their involvement with investigative/legal personnel. Possible involvement options include:

(1) Victim may refuse to be interviewed. An FSC counselor or victim advocate may report to NCIS in lieu of the victim, providing a written summary of the information to the investigative agent.

(2) Victim may agree to be interviewed with an FSC counselor and/or victim advocate present during NCIS interview(s).

(3) Victim may agree to be interviewed without assistance.

(4) It should be explained to the victim that should he/she decline to be interviewed personally by law enforcement officials (e.g., NCIS Special Agents or civilian police, depending on jurisdiction), it is likely that a limited criminal investigation will be initiated or conducted and valuable evidence may be lost, negatively impacting the possibility of holding the offender(s) accountable.

d. Advise/Assist victims on safety precautions in the event the alleged assailant poses a continuing threat. When feasible, inform the victim on the developments regarding the incarceration/release of the offender, as well as the possibility of victim restitution and compensation.

e. Conduct the investigative interview in a manner which recognizes victim sensitivity as outlined in paragraph 5 of this enclosure.

f. Honor the victim's wishes if they desire to be interviewed in the presence of a friend or advocate.

g. Keep the victim informed concerning the NCIS role in the case, status of the investigation, and other pertinent details to the extent that it will not interfere with the investigation.

h. Conduct a thorough investigation of the crime in compliance with applicable NCIS procedures, rules, and regulations.

i. Within 3 working days, provide the installation SAVI Program Coordinator with case statistical data necessary for completion of the Sexual Assault Incident Report (enclosure (2) to reference (a)), and updated information as it becomes available.

9. Family Service Center (FSC) shall:

NOTE: The primary mission of the FSC when responding to a victim of sexual assault is to provide immediate support and counseling assistance, and assess the current needs of the victim.

a. Ensure the victim is reasonably protected from the accused offender(s) by contacting Base Security if warranted.

b. Strongly encourage the victim to seek medical attention, regardless of whether the victim requires emergency or non-emergency care.

c. Explain the availability of victim advocacy services and notify the on-call SAVI Advocate (see enclosure (1)) if not already done. Determine and inform the on-call SAVI Advocate of the victim's preference concerning gender of the advocate when possible.

d. Advise the victim that the FSC is required to report the incident to Navy/military law enforcement officials if incident occurred on property under DON jurisdiction.

e. Provide the victim with options concerning their involvement with investigative/legal personnel and possible consequences. Possible involvement options include:

(1) Victim may agree to be interviewed without assistance.

(2) Victim may agree to be interviewed with an FSC counselor or victim advocate present during NCIS interview(s).

(3) Victim may refuse to be interviewed. An FSC counselor or victim advocate may report to NCIS in lieu of the victim, providing a written summary of information to the investigative agent.

(4) It should be explained to the victim that should he/she decline to be interviewed personally by law enforcement officials, it is likely that a limited criminal investigation will be initiated or conducted and valuable evidence may be lost, negatively impacting the possibility of holding the offender(s) accountable.

f. Notify duty Chaplain if the victim desires pastoral counseling/assistance if not already done.

g. Provide the victim with a copy of Victims' Rights (enclosure (3)). Refer the victim to appropriate legal authorities if the victim has questions regarding their rights.

h. Notify the victim's Commanding Officer or Command Duty Officer (CDO) (after normal working hours) that a sexual assault has occurred. Provide the victim's name, identifying data, and incident report only to the CDO or the victim's Commanding Officer.

i. Within 3 working days, provide the installation SAVI Program Coordinator with case statistical data necessary for completion of the Sexual Assault Incident Report (enclosure (2) to reference (a)).

j. Provide individual and group counseling if the victim so desires and resources permit. If command sponsored counseling is unavailable, refer the victim to an appropriate alternative counseling source.

NOTE: Sensitivity to the victim's emotional state is critical. **DO NOT** call any unnecessary persons or agencies to the scene.

10. Chaplain Corps Personnel shall:

a. Ensure the victim is reasonably protected from the accused offender(s) by contacting Base Security if warranted.

b. Provide emotional, psychological, and spiritual support to the victim and family as requested.

c. Encourage the victim to seek appropriate assistance or counseling. If the victim concurs, refer the victim to a qualified individual or organization which specializes in assisting victims of sexual assault. Remain as involved as the victim requires or desires.

d. Strongly encourage the victim to seek medical attention, regardless of whether the victim requires emergency or non-emergency care.

e. Explain the availability of victim advocacy services and notify the on-call SAVI Advocate (see enclosure (1)) if the victim desires one. Determine and inform the on-call SAVI Advocate of the victim's preference concerning gender of the advocate when possible.

f. Encourage the victim to inform the appropriate law enforcement agency of the incident.

g. If the victim consents, within 3 working days, provide the installation SAVI Program Coordinator with case statistical data necessary for completion of the Sexual Assault Incident Report (enclosure (2) to reference (a)).

NOTE: Sensitivity to the victim's emotional state is critical. **DO NOT** call any unnecessary persons or agencies to the scene.

11. Command Duty Officer (CDO) shall:

a. Receive reports of sexual assault incidents.

b. Obtain name, telephone number, military affiliation (service member or family member) and status (active duty, Reservist on active duty, or retired), and location of the victim.

c. Reassure the victim that reporting was the right thing to do.

d. Advise the victim not to destroy possible evidence by bathing, douching, changing clothes, eating, drinking, or cleaning up in any way.

e. Explain the availability of victim advocacy services and notify the on-call SAVI Advocate (see enclosure (1)) if the victim desires one. Determine and inform the on-call SAVI Advocate of the victim's preference concerning gender of the advocate when possible.

f. Concurrently, notify NCIS if the sexual assault occurred on property under DON jurisdiction. If the assault occurred on property not under DON jurisdiction and the offender(s) is not affiliated with the military, the victim may choose whether or not to notify civilian law enforcement officials. If the victim chooses to report to civilian law enforcement officials, the CDO can make the initial contact on behalf of the victim.

g. Offer to notify the duty Chaplain if the victim desires pastoral counseling/assistance and is eligible.

h. Ensure the appropriate command SAVI point of contact (POC) for the victim's command is notified of the sexual assault within 1 working day of duty office notification. This is a requirement whether the assault occurs on or off property under DON jurisdiction. Within 3 working days, provide the installation SAVI Program Coordinator with case statistical data necessary for completion of the Sexual Assault Incident Report (enclosure (2) to reference (a)).

NOTE: Sensitivity to the victim's emotional state is critical. **DO NOT** call any unnecessary persons or agencies to the scene.

12. The SAVI Victim Advocate shall:

a. Respond to calls from the victim, Base Security, NCIS, MTF, quarterdeck, or other official sources.

b. Provide emotional support and assistance to the victim as needed/requested. The advocate is not to function in the role of counselor or investigator.

c. Provide the victim with information on victims' rights (including the right to seek restitution/compensation) and the availability of counseling, shelter, legal, and medical services.

d. Provide assistance to the victim by offering to and/or helping to secure basic needs (e.g., provide clothing to wear from the hospital, arrange transportation, contact family member/friend, etc.).

e. Notify the duty Chaplain if the victim desires

f. Provide the victim with options concerning their involvement with investigative/legal personnel and possible consequences. Possible involvement options include:

(1) Victim may agree to be interviewed without assistance.

(2) Victim may agree to be interviewed with an FSC counselor or victim advocate present during NCIS interview(s).

(3) Victim may refuse to be interviewed. An FSC counselor or victim advocate may report to NCIS in lieu of the victim, providing a written summary of information to the investigative agent.

(4) It should be explained to the victim that should he/she decline to be interviewed personally by law enforcement officials, it is likely that a limited criminal investigation will be initiated or conducted and valuable evidence may be lost, negatively impacting the possibility of holding the offender(s) accountable.

g. Make follow-up telephone contact(s) with the victim within 48 hours to provide emotional support, information, and to determine if additional referral services are requested. In addition to making follow-up telephone contact(s), the victim advocate should make a referral for follow-up counseling if it has not already been made. If a referral has been made, the advocate should assist the victim in following through with the contact and scheduling a follow-up counseling appointment.

h. Offer to accompany the victim to all interviews with investigative or legal staff in order to provide emotional support.

i. Provide emotional support to the victim during legal proceedings.

j. Inform the victim of his or her rights as established by the 1990 Victim's Rights and Restitution Act (enclosure (3)). Victims may be entitled to seek financial assistance for medical expenses (including mental health counseling), dental services, lost wages attributable to a physical injury, and eyeglasses. Financial assistance may be pursued either from an offender(s) (restitution) or through state agencies (compensation).

13. Judge Advocates shall:

a. Explain the availability of victim advocacy services and notify the on-call SAVI Advocate (see enclosure (1)) if the victim desires one. Determine and inform the on-call SAVI Advocate of the victim's preference concerning gender of the advocate when possible.

b. Ensure the victim is aware of his/her options concerning their participation in the investigation and prosecution. Possible involvement options include:

(1) Victim may agree to be interviewed without assistance.

(2) Victim may agree to be interviewed with an FSC counselor or victim advocate present during NCIS interview(s).

(3) Victim may refuse to be interviewed. An FSC counselor or victim advocate may report to NCIS in lieu of the victim, providing a written summary of information to the investigative agent.

(4) It should be explained to the victim that should he/she decline to be interviewed personally by law enforcement officials, it is likely that a limited criminal investigation will be initiated or conducted and valuable evidence may be lost, negatively impacting the possibility of holding the offender(s) accountable.

c. Ensure NCIS has been notified when the sexual assault occurred on property under DON jurisdiction. If the assault occurred on property not under DON jurisdiction, the victim may choose whether or not to report to civilian law enforcement officials. If the victim chooses to report to civilian law enforcement officials, legal personnel can make the initial contact on behalf of the victim.

d. Encourage the victim to seek medical and counseling services.

e. Ensure the victim is informed of their rights delineated in enclosure (3).

f. Advise the victim that their testimony/participation may be required in proceedings other than a court martial or civil trial. These additional proceedings may include employment hearings if the alleged assailant is a federal employee, base housing certification, etc.

g. If the victim does testify, be available to provide consultation/referral to the victim and/or the advocate in areas such as courtroom procedures.

h. Conduct the investigative interview in a manner which recognizes victim sensitivity as outlined in paragraph 5 of this enclosure.

i. Ensure during legal contacts with the victim, the alleged offender(s) and victim are not placed in situations in which they may make contact with each other. Avoid situations such as scheduling pre-trial appointments for the victim and alleged offender(s) at the same time or one immediately following the other, placing the offender(s) and victim in the same court waiting rooms, etc.

j. Honor the victim's wishes if they desire to be interviewed in the presence of a friend or advocate.

k. Keep the victim informed as to the status of the case and other pertinent details.

l. Within 3 working days, provide information regarding prosecution of the case and judicial outcomes to the installation SAVI Program Coordinator with case statistical data necessary for completion of the Sexual Assault Incident Report (enclosure (2) to reference (a)).

14. Command Victim Witness Assistance Coordinator (VWAC) shall:

a. Provide the victim with detailed information concerning available resources.

b. Assist the victim in obtaining needed counseling.

c. Maintain contact with other VWAC's (such as the VWAC for the accused's command and the VWAC for the convening authority, if different from the accused's command) and others involved in the victim's case (such as trial counsel).

d. Assist victims as appropriate and necessary in the exercise of their rights.

e. Depending on the VWAC's relationship to the case, guidance should be sought from applicable VWAC instructions.

f. Within 3 working days, provide the installation SAVI Program Coordinator with case statistical data necessary for completion of the Sexual Assault Incident Report (enclosure (2) to reference (a)).

VICTIMS' RIGHTS

1. In 1990, the Office of the Attorney General of the United States declared that while "millions of Americans are victimized by crime every year, recognition of crime victims' rights is a recent phenomenon." Until recently, the protection of offenders' rights took precedence over those of the innocent victims of crime.
2. With increased focus on those whose lives are harmed by crime, state and Federal legislation has been enacted to protect and maintain the rights of crime victims. Landmark in this legislation is the Victims' Rights and Restitution Act of 1990 which sets forth the "Rights of Crime Victims."
3. To ensure the fair and sensitive handling of all sexual assault cases, personnel at every level of victim assistance working with sexual assault victims shall, where possible, ensure the following rights are maintained:

RIGHTS OF CRIME VICTIMS

A crime victim has the following rights:

- a. The right to be treated with fairness and respect for their dignity and privacy.
 - b. The right to be reasonably protected from the accused offender.
 - c. The right to be notified of court proceedings.
 - d. The right to be present at all public court proceedings related to the offense, unless the court determines that testimony by the victim would be materially affected if the victim heard other testimony at trial.
 - e. The right to confer with the attorney for the Government in the case.
 - f. The right to seek restitution.
 - g. The right to information about the conviction, sentencing, imprisonment, and release of the accused.
4. A copy of these rights will be provided to all victims reporting sexual assault. Appropriate distribution points include, but will not be limited to, FSC's, legal and law enforcement offices, MTF's, rape/sexual assault SAVI advocates, and civilian crisis centers.
 5. It should be emphasized and explained to victims that Federal departments are required to "make their best efforts" to afford victims these rights. Resource limitations, operational commitments, or jurisdictional limitations may preclude a naval command from being able to fully accord these rights fully. The above list does not create a cause of action or defense in favor of any person arising out of failure to accord a victim the rights enumerated. Adherence to these guidelines will be in accordance with the legitimate needs of the United States Navy, the maintenance of good order and discipline, and military exigencies.